

Grayson Lakes Community Association Inc.
Minutes of the Board Meeting
May 12, 2010
6:00 PM
2042 Broken Branch Court

CALL TO ORDER

Meeting called to order at 6:35 pm at 2042 Broken Branch Court, Katy TX 77494.
Directors present: Bill Proctor, Mike Helsel, Ed Parma, Becca Patterson, and Giovanni Coquis. Trey DeVillier with the management company was also in attendance. Lee McAdory and Kurtis Gross were unable to attend this meeting.

APPROVAL OF PREVIOUS MEETING MINUTES

The minutes of the April 14, 2010 meeting were reviewed by the board. With a motion by Ed Parma, seconded by Becca Patterson, the meeting minutes were approved.

GUESTS

- A. Sandy Helsel – 1235 Lake Grayson
- B. Shirley Parma – 2118 Linden Rock
- C. Tony Cantu – 1314 Longdraw Drive

COMMITTEE REPORTS

- A. Communications Committee – Shirley Parma reported on recent activity from the Communications Committee. Mrs. Parma reported the website needs new and fresh content, however, it's difficult to obtain volunteers to help provide new information. Ed Parma suggested that the board president be able to authorize items to be posted immediately or as soon as possible. The board agreed that Bill Proctor should approve new content to be posted, as needed.
- B. Events Committee – Becca Patterson reported the recent Fishing Derby was a great success. Their next event planned is on July 3rd, for an Independence Day Community Event. This date was chosen because the 4th of July lands on a Sunday.
- C. Safety and Security Committee – Lee McAdory was unable to attend. No new report at this time.
- D. Lake/Irrigation Committee – Ed Parma reported the CJ's Yardworks staff is working diligently on the immediate issues that require attention regarding the Katy-Flewellen road expansion. Mr. Parma recommended that their efforts be applauded. Additionally, Mr. Parma provided a brief update on the new moisture sensors. Further study and information will be provided at a future board meeting. The board reviewed two proposals for repairs to the irrigation system. With a motion by Giovanni Coquis, seconded by Ed Parma, the \$251.32 proposal was approved. With a motion by Ed Parma, seconded by Bill Proctor, the \$630.09 proposal was approved. Ed Parma suggested that the board authorize CJ's Yardworks to make any necessary irrigation repairs under \$250.00 per month. Any repairs that exceed \$250.00 per month must be submitted for review and would require board approval. With a motion by Ed Parma, seconded by Giovanni Coquis, the board approved monthly irrigation repairs, not to exceed \$250.00, would not require board authorization.
- E. Landscape Committee – Sandy Helsel reported the Landscape Committee has been working with CJ's Yardworks on the transplanting of the landscaping items near the main entrance. These items will need to be transplanted in order to save as much of them as possible. With a motion by Mike Helsel, seconded by Giovanni Coquis, the board approved up to \$400.00 to transplant the items from the main entrance to an

approved location by the Landscape Committee. Sandy Helsel also reported that the Landscape Committee is currently working on a Landscape Guideline to be presented to the ARC and the board at a future board meeting.

- F. Architectural Review Committee – Shirley Parma reported, at the last ARC meeting the committee is working on a possible solar panel guideline for board review at a future meeting.
- G. Budget Committee – Ed Parma requested to start the 2011 Budget Committee in June. The board agreed. Ed Parma also suggested delaying the annual financial reports expense, due to the current increase in expenses the association will incur for the irrigation modification required from the Katy-Flewellen road expansion. This was approved by the board with a motion by Ed Parma, seconded by Michael Helsel.

COMMUNITY INPUT AND CONCERNS OF GUESTS

Mr. Cantu inquired about holding a political fundraiser in the Grayson Lakes Recreation Center Building. The board suggested that Mr. Cantu contact the management office to request a facility use form to schedule any event.

FINANCIAL REPORT

The board reviewed the March 2010 financials.

NEW/OLD BUSINESS

- A. The board reviewed proposals from CJ's Yardworks regarding Phase I and Phase II of the irrigation work required for the Katy-Flewellen road expansion. Giovanni Coquis requested to look for a competitive bid. This concerned the board because the work needs to be completed as soon as possible. Using CJ's would allow them to know exactly what work is done, and if any additional work will be required. If the alternate contractor's bid can be obtained by Thursday, May 13th, and it is \$750.00 or more, less than the CJ's bid, the board will consider it. Otherwise, the board conditionally approved the CJ's Phase I proposal, for \$4,522.32. This was motioned by Ed Parma and seconded by Giovanni Coquis.
- B. The board reviewed the 2010 Projects List. The board requested that the list be updated to include actual expenses on items that have been completed.
- C. The board reviewed the Limited Power of Attorney for sales tax refunds required by the State Comptrollers office. The document was approved by the board and signed by board president Bill Proctor, with a motion by Ed Parma, seconded by Giovanni Coquis.
- D. Ed Parma discussed an issue with one cul-de-sac's irrigation. A nearby resident has volunteered to water on a regular basis, provided they are reasonably compensated for the water usage. Ed Parma motioned to provide the resident volunteer with \$40.00 in compensation for previous year's service and an additional \$40.00 for the current year. The motion was seconded by Bill Proctor.
- E. The board reviewed a letter from the Fort Bend Subsidence District.
- F. The board reviewed a recent letter from Crime Stoppers of Houston requesting membership donation. The board decided to take no action at this time.
- G. The board reviewed photos of the newly installed pool rules signs.
- H. The board reviewed a proposal from eFloors to market in Grayson Lakes. The board respectfully declined the offer and requested if eFloors would like to market in Grayson Lakes they should consider placing an ad in the community newsletter.
- I. Ed Parma suggested that the monthly board meeting agenda include a "Calendar" item for discussion.

CLOSED SESSION 8:30 pm

The board reviewed the current balances for past due accounts. No action was taken during closed session.

RECONVENE TO OPEN SESSION 8:53 pm

ADJOURN

With a motion from Michael Helsel and a second by Bill Proctor, the meeting was adjourned at 9:00 pm.

Board Representative